

LATAH COUNTY

MENTAL HEALTH COURT

PARTICIPANT HANDBOOK

Revised January 2021



THIS HANDBOOK BELONGS TO: _____

My Coordinator is: _____

My Counselor is: _____

My Probation Officer is: _____

My Attorney is: _____

My Judge is: Judge Judge

My Disposition will be when I complete the program/probation:

- ☐ Reduced charge to misdemeanor
- ☐ Dismissed charge
- ☐ Dismissed probation violations
- ☐ My case will be closed
- ☐ I will continue on probation for ____ months/years.

(circle one)

☐ Other _____.

My UA Number is: _____.

Call 1-208-298-5217

If I have a UA, I must report for Drug Testing at Weeks & Vietri (818 S. Washington) between 10:30am and 12:00pm or as instructed in court.

WELCOME!

Welcome to the Latah County Mental Health Court (LCMHC).

This Handbook provides an overview of the program and the requirements for successful completion.

We look forward to supporting you in your recovery.

Sincerely,

Latah County Mental Health Court Team

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THE BASICS

WHAT: This handbook describes the LCMHC, our expectations of you, and the requirements for your successful completion.

LCMHC has five phases and an after care component and takes a minimum of 17 months or more to complete.

WHO: You have been accepted into the LCMHC because of your prior encounters with police and your mental health diagnosis and sometimes drug and or alcohol use.

HOW: The LCMHC is a chance to receive mental health treatment and sometimes substance abuse treatment instead of going to jail or prison.

COSTS: \$20 MHC fees per month and \$30 fees per month for cost of supervision.

WHY: LCMHC requirements will help guide and support your recovery and help you learn to:

- ❖ Manage your mental illness
- ❖ Stop using drugs and alcohol
- ❖ End your encounters with police and the court system
- ❖ Become a law abiding and productive member of your community

THE TEAM

WHAT: The LCMHC combines court supervision with counseling agencies and is made up of members from the criminal justice system and other agencies.

HOW: The LCMHC team meets before court to discuss participants' progress. Every member of the team supports YOUR success.

The team accepts new participants, decides incentives and sanction, and creates program rules together.

WHO:

Judge: Honorable John Judge

Coordinator: Jaclyn Brumbaugh- 208-717-1308

Prosecutor: Brad Rudley- 208-883-2246

Defense Attorney: Cathy Mabbutt/Reed Brevig/Deb McCormack/Sandra Lockett/
or private counsel

Probation Officer: Norman Embry- 208-997-1907

Adult Mental Health: Shannon Jones, Angela Rhett, Mackenzie Garrison, Ben Elger 208-799-4440

Law Enforcement: Casey Green

Phase 1

Minimum of 8 weeks



COURT

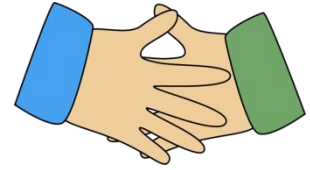
- ❖ Attend court the first through fourth Monday of the month at 4:00 pm



TREATMENT

- ❖ Attend and engage in groups assigned by your treatment provider
- ❖ Attend least one meeting per week with individual counselor
- ❖ Attend one recovery meeting each day for 30 days when you start the program
- ❖ After your 30/30, attend a minimum of 3 recovery meetings per week and submit a weekly progress report in the Google Classroom by 9 pm on the Sunday before court. The treatment staff will help you with this. Have your recovery card available upon request.
- ❖ Examples:
 - AA/NA 12 step Recovery
 - Smart Recovery
 - Wellbriety
- ❖ Complete homework assignments on time
- ❖ Be on time for groups and individuals and stay for the entire meeting
- ❖ Call the UA line daily and attend drug testing on time
- ❖ Develop treatment plan with counselor
- ❖ Obtain medical assessment
- ❖ Apply for medicaid
- ❖ Start changing people, places and things

PROBATION



- ❖ Meet with your PO as directed
- ❖ There will be curfew checks and home visits
- ❖ Curfew is 9 pm
- ❖ Develop a case plan with your PO (employment, education GED program, financial, housing and transportation)
- ❖ Complete 32 hours per week of work, vocational rehab, job search, or volunteer
- ❖ Turn in your most recent paystub, school or volunteer hours to your PO every Sunday before court

HOW TO GET INTO PHASE 2

- ❖ 4 consecutive weeks of sobriety in phase 1. No dilutes, adulterations or missed UA's
- ❖ 4 consecutive weeks free of program sanctions
- ❖ Participate in mental health treatment
- ❖ Complete a phase application on the google classroom
- ❖ Current on your MHC fees and COS

PHASE 2

Minimum of 12 weeks



COURT

- ❖ Attend court every Monday of the month at 4:00 pm

TREATMENT

- ❖ Attend and engage in groups assigned by your treatment provider
- ❖ Meet with your individual counselor
- ❖ Attend a minimum of 3 recovery meetings per week and submit a weekly progress report in the Google Classroom by 9 pm on the Sunday before court. The treatment staff will help you with this. Have your recovery card available upon request.
- ❖ Examples:
 - AA/NA 12 step Recovery
 - Smart Recovery
 - Wellbriety
- ❖ Attend random drug screenings
- ❖ Review treatment plan
- ❖ Address medical issues
- ❖ Demonstrate changing people, places and things

PROBATION



- ❖ Meet with your PO as directed
- ❖ There will be curfew checks and home visits
- ❖ Curfew is 10 p.m.
- ❖ Review case plan with probation officer
- ❖ Develop a budget with your PO and establish a payment plan for any outstanding court fines, fees and/or restitution
- ❖ Obtain employment, volunteer work or education as directed by the court
- ❖ Turn in your most recent paystub, school or volunteer hours to your PO on the Sunday before court

HOW TO GET INTO PHASE 3

- ❖ 8 consecutive weeks of sobriety in phase 2. No dilutes, adulterations or missed UA's
- ❖ 8 consecutive weeks free of program sanctions
- ❖ Participate with mental health treatment
- ❖ Complete a phase application on the google classroom
- ❖ Be current on your MHC fees and COS

PHASE 3

Minimum 16 weeks



COURT

- ❖ Attend court the first and third Monday of the month at 4:00 pm

TREATMENT

- ❖ Engage and attend in groups assigned by treatment provider
- ❖ Meet with your individual counselor twice per month
- ❖ Attend 3 recovery meetings per week and submit a weekly progress report in Google Classroom by 9pm on the Sunday prior to court. Have your recovery card available upon request.
- ❖ Examples:
 - AA/NA 12 Step Recovery
 - Smart Recovery
 - Wellbriety
- ❖ Attend random drug screenings
- ❖ Review treatment plan
- ❖ Establish pro-social activities
- ❖ Address medical issues
- ❖ Demonstrate changing people, places and things

PROBATION



- ❖ Meet with your PO as directed
- ❖ There will be curfew checks and home visits
- ❖ Curfew is 11 p.m.
- ❖ Review case plan with your PO
- ❖ Continue employment, volunteer work or education as directed by the Court
- ❖ Turn in your most recent paystub, school or volunteer hours to your PO at your meetings
- ❖ Review your budget and payment plan for any outstanding court fines, fees and/or restitution

HOW TO GET INTO PHASE 4

- ❖ 12 consecutive weeks of sobriety. No dilutes, adulterations, or missed UA's
- ❖ 12 weeks sanction free
- ❖ Participate with mental health treatment
- ❖ Complete phase application on the Google Classroom
- ❖ Be current on your MHC Fees and COS

PHASE 4

Minimum 16 weeks



COURT

- ❖ Attend court on the first Monday of the month at 4:00 pm

TREATMENT

- ❖ Engage and attend treatment
- ❖ Meet with your individual counselor as directed
- ❖ Attend 3 recovery meetings per week and submit a check-in report in Google Classroom by 9pm on the Sunday prior to court. Have your recovery card available upon request.
- ❖ Attend random drug screenings
- ❖ Review case plan
- ❖ Establish pro-social activity
- ❖ Demonstrate changing people, places and things

PROBATION

- ❖ Meet with your PO as directed
- ❖ There will be curfew checks and home visits
- ❖ Curfew is 12 a.m. midnight
- ❖ Maintain employment, volunteer work or school as directed by the court
- ❖ Turn in your most recent paystub, school or volunteer hours to your PO before your next court session

HOW TO GET INTO PHASE 5

- ❖ 16 Consecutive weeks of sobriety. No dilutes, adulterations or missed UA's
- ❖ 12 weeks sanction free
- ❖ Participate in mental health treatment
- ❖ Complete phase application on the Google Classroom
- ❖ Be current on your MHC fees and COS

PHASE 5

Minimum 16 weeks



COURT

- ❖ Attend court on the first Monday of the month at 4:00 pm

TREATMENT

- ❖ Complete any additional groups as directed by treatment provider
- ❖ Meet with your individual counselor as directed
- ❖ Attend recovery meetings as determined by your treatment provider & submit a progress report in Google Classroom by 9pm on the Sunday prior to court
- ❖ Attend random drug testing
- ❖ Review case plan
- ❖ Establish pro-social activity
- ❖ Demonstrate changing people, places and things

PROBATION

- ❖ Meet with your PO as directed
- ❖ Curfew will be determined by your PO
- ❖ Maintain full-time job, school, or a combination of both
- ❖ Turn in your most recent paystub, school or volunteer hours to your probation officer at before your court session
- ❖ Review your budget and payment plan for any outstanding court fines, fees and/or restitution

HOW TO GRADUATE

- ❖ 16 Consecutive weeks of sobriety in Phase 5. No dilutes, adulterations or missed UA's
- ❖ 12 weeks sanction free
- ❖ Complete graduation application on the Google Classroom and an interview with the team
- ❖ Pay off MHC fees and COS
- ❖ Continue with your payment plan for any unpaid fines, fees or restitution

GRADUATION

WHAT: A special event that celebrates YOUR recovery and successful completion of LCMHC!

HOW: YOU did it! The day of your graduation we will celebrate you and your success. Family and friends are encouraged to attend your special day!

WHEN:

To Graduate you **MUST:**

- ❖ Have completed the 5 phases
- ❖ Have 16 weeks consecutive sobriety
- ❖ Have 12 weeks no sanctions
- ❖ 16 weeks in Phase 5
- ❖ Have a stable and suitable housing arrangement
- ❖ Demonstrate an approved income source
- ❖ Pay LCMHC program fees in full
- ❖ If your LCMHC fees, fines and/or restitution is not paid, you may need to submit a payment plan to your PO
- ❖ Submit an application for graduation and complete a program exit interview with the LCMHC Team



TERMINATION

WHAT: You may be removed from the LCMHC

WHY: For failure to comply with the terms and conditions of LCMHC. Termination occurs at the discretion of the court. Reasons include, but are not limited to: New criminal charges, outstanding warrant for arrest, use of artificial device or means to avoid drug or alcohol detection and the intent to produce a false result, failure to comply with conditions of Drug Treatment Court, and lying.

WHEN: Termination may be the participant's choice with the team's approval or following a termination hearing.

WHERE: All participants will be given the opportunity to have a hearing to discuss the reasons for termination where they may present evidence or witnesses.

Upon termination, the participant's case is immediately transferred to the appropriate District Court for sentence disposition.

Success is not final; failure is not fatal; it is the courage to continue that counts. – Winston Churchill

CONTINUING CARE

6 MONTHS

WHY: Continuing care is an opportunity for graduates and team members to ensure that you are going to continue remaining healthy, clean and sober, and crime-free after you graduate. You will still have access to your counselor and PO for guidance.

HOW: You will continue on probation after you graduate for a period of at least 6 months. You may be called into court periodically to see how you are doing, or discuss any issues that have come up.

COURT

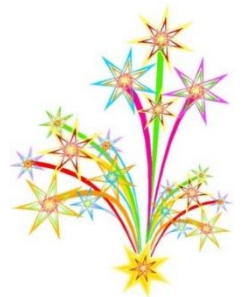
- ❖ Do not commit any criminal offenses
- ❖ Pay off any restitution, fines, or cost of supervision

TREATMENT

- ❖ As needed or directed by the court and/or probation officer

PROBATION

- ❖ Meet with your PO as directed
- ❖ There will be curfew checks and home visits
- ❖ Curfew will be determined by your PO
- ❖ Develop a payment plan for any remaining costs with PO and make monthly payments to court



**** You may not receive the benefit of your disposition or be released from probation until all your fines, fees and restitution is paid off****

COURT

WHAT: Participants and team members attend court to discuss progress with the Judge.

WHEN: First through Fourth Mondays at 4:00 pm

WHERE: 522 S. Adams Street, Courtroom 3

WHO: Participants, guests, members of the public may attend; supportive friends and family are encouraged to attend.

HOW:

Courtroom Schedule

Phase 1: 1st through 4th Mondays

Phase 2: 1st through 4th Mondays

Phase 3: 1st & 3rd Mondays

Phase 4: 1st Mondays

Phase 5: 1st Mondays

Continuing Care Violations: As requested by PO or as determined by the court

IF COURT/TREATMENT IS ON ZOOM

- ❖ Try logging in 15 minutes early
- ❖ Dress appropriately
- ❖ Be in a room alone (No distractions from children, friends, relatives, roommates)
- ❖ Mute your microphone until you are being spoken to
- ❖ Stay seated in front of the camera and do not walk around, eat, smoke

ZOOM AND GOOGLE CLASSROOM INSTRUCTIONS

ZOOM



If court is not being held in person, follow the instructions below to access court!

1. Download the zoom app on your smartphone, tablet or computer through the google play store if you have an Android, Galaxy, or Samsung
2. The meeting ID for court is: 979 2030 0806
3. The passcode for court is: 519877
4. Login 15 minutes before court starts, in case you have technology issues
5. You will be in a waiting room until the host (Jaclyn or Clerk) lets you in

GOOGLE CLASSROOM



After COVID-19, the courts decided to use the classroom for progress reports, phase applications, graduation applications and some sanctions. Progress reports and phase applications are due on the Sunday before court. You will be told in court when your graduation application is due. Here is how to access the classroom:

1. Download the “google classroom” app on your smartphone, tablet or computer through the google play store if you have an Android, Galaxy, or Samsung. If you have an iphone, you will go to the apple store
2. Enter classroom code “yytprs5”
3. Click on the form you need to fill out for court, then click on the purple square
4. Once you are finished, press the purple submit button

COURTROOM & TREATMENT ETIQUETTE

THE DO'S

- ❖ Do arrive 15 minutes early, Court starts at 4:00 p.m.
- ❖ Do turn off cell phones
- ❖ Do address the Judge, staff and participants with respect
- ❖ Do bring documentation of recovery meetings and paystubs
- ❖ Do remain seated during court and treatment groups
- ❖ Do dress appropriately (no tank-tops, hats, short-shorts, midriffs)

THE DON'TS

- ❖ Do not leave the courtroom/group while it is in progress
- ❖ Do not talk when the Judge or counselor is speaking
- ❖ Do not swear or use profane language
- ❖ Do not bring food or beverages besides water
- ❖ Do not chew gum
- ❖ Do not sleep
- ❖ Do not use cell phones

IF COURT/TREATMENT IS ON ZOOM

- ❖ Remain on mute until it is your turn to speak
- ❖ Do keep your camera on during session
- ❖ Do not have any distractions (cell-phone, television)
- ❖ Address everyone with respect
- ❖ Remain seated; no walking around
- ❖ Dress appropriately (no tank-tops, hats, short-shorts, low cut tops, midriffs)
- ❖ Do not leave the camera

INCENTIVES AND SANCTIONS

INCENTIVES: Rewards for meeting program requirements

SANCTIONS: Consequences for not meeting program requirements

WHEN: Incentives or sanctions are given during court sessions

HOW:

Possible Incentives:

Verbal Praise

Phase Promotion

Gift Cards

Certificate

Graduation

Name in Fishbowl

Possible Sanctions:

Verbal Warning

Write a Paper

Community Service

Curfew

Jail

Termination

**** This is not a complete list of possible incentives and sanctions****

The greatest advantage of speaking the truth is that you don't have to remember what you said.

DRUG AND ALCOHOL TESTING



WHY: This is an opportunity for you to show you are clean and sober.

WHAT: You will be tested for drugs and alcohol, and other prohibited substances through urine, saliva, breath or blood tests.

HOW: Urine, blood, and sometimes saliva tests are sent to the lab. You will be tested for many different substances.

WHEN: You will be tested often. You will need to call the UA line every day. When the recording says you have a drug test, you will need to show up at the testing site. All tests are observed.

- ❖ You are assigned a pin number at the beginning of the program
- ❖ You must call the UA line every day, including holidays and weekends between 6:00am-12:00pm
- ❖ Testing collection is from 10:30am-12:00pm

WHERE: You must report to Weeks & Vietri at 818 S. Washington St, Moscow when you have a UA.

RULES:

You will be sanctioned for the following:

- ❖ If you produce a dilute UA, it will be considered a positive test;
- ❖ If you fail to produce a UA;
- ❖ If you are late or miss a test;
- ❖ If you adulterate your UA;
- ❖ If you have a positive test;

Be honest with the team if you are struggling

REPORTING TO YOUR COUNSELOR

WHO: Meeting with your counselor as directed

- ❖ This is your time to work with your counselor on any problems you are having. Talk with them about your struggles and your successes
- ❖ Make sure you are on time for your treatment sessions and be sure to turn in your homework assignments

TREATMENT GROUPS

Integrated Treatment (IT): This group teaches tools and ways to manage your substance use disorder and mental health symptoms.

Held on Mondays and Thursdays, 8:30am-10:30am

The following groups are held at some time during your participation in LCMHC. You will be notified in advance of when the group will start.

MRT- Moral Reconciliation Therapy (MRT) This group helps you learn how to recognize and make positive changes in your thinking. This will help you become successful in your relationships with others and in the community.

Symptom Management: This group works on reviewing mental illness management and recovery programs. You will work on developing skills to reduce symptoms and learn how to improve social functioning with family and friends.

Thinking for Good: This group works on flawed thinking patterns and teaches tools to restructure a person's beliefs.

Anger Management: This is a program where you will meet with your counselor and learn the skills necessary for recognizing and controlling angry feelings.

RECOVERY SUPPORT GROUPS AND MEETINGS

WHAT: Recovery Support Meetings are peer led groups such as Alcoholics Anonymous (AA) and Narcotics Anonymous (NA), but may also include other sober activities such as:

- ❖ Wellbriety
- ❖ SMART Recovery
- ❖ Intentional Recovery
- ❖ Sponsor Meetings
- ❖ Celebrate Recovery

HOW: Choose the meeting time and location that works best for you. Report your meetings on the Google Classroom by 9pm on the Sunday before court. Provide your recovery meeting card or proof of attendance upon request.

You can find meetings online by googling, “_____” meetings online or asking the Latah Recovery Center located at 531 S. Main St. in Moscow. If you are attending meetings online, keep a journal of the name, date, time, and what you learned from the meeting. You will journal them later on your progress report.

If you are short meetings, you must make them up.

RECOVERY SUPPORT GROUP AND MEETING REQUIREMENTS

Phase 1: Begin with 1 meeting a day until 30/30 is completed. Then attend 3/week

Phase 2: 3 meetings/week

Phase 3: 3 meetings/week

Phase 4: 3 meetings/week

Phase 5: 3 meetings/week

REPORTING TO YOUR PROBATION OFFICER

WHO: Meeting with your probation officer

WHEN: As directed by your PO

WHAT: Please bring the following:

- ❖ Pay stubs
- ❖ If ordered, community service log
- ❖ Employment and/or Education Documentation
- ❖ Volunteer hours
- ❖ You must receive approval from your PO before moving or changing jobs
- ❖ Keep your PO up-to-date on any change in information (new roommates, address, work hours, phone numbers, email)

HOME VISITS

WHAT: Your PO, or another officer from the department monitor curfew, if you are staying at your residence and checks for any probation violations by visiting your home.

WHEN: Random times during the day or night for the entire duration of the program.

HOW: The PO will arrive at your home and ask to see inside your residence.

EXPECTATIONS:

- ❖ Your residence must be alcohol and drug free
- ❖ If requested, submit to drug testing. Failing to test will result in a violation
- ❖ Your house, vehicle, person must be made available for searched by the PO
- ❖ If you receive a phone call from a probation officer, answer your phone or return the call immediately
- ❖ The PO may ask for the identification of your house guests
- ❖ Everyone in your home must be courteous and respectful
- ❖ You must receive approval from your PO before having anyone sleepover

CURFEW, OVERNIGHT AND OUT OF DISTRICT TRAVEL

WHAT: Requests for staying away from the home, or traveling out of the district will be considered on a case-by-case basis. Your curfew is subject to change during your time in LCMHC.

WHEN:

Phase 1: 9pm

Phase 2: 10pm

Phase 3: 11pm

Phase 4: 12am

Phase 5: 12am

HOW: Travel and overnight trips; submit a plan to your PO for pre-approval. The team will discuss your requests in court:

- ❖ With permission from your probation officer, you may stay overnight at another residence
- ❖ Provide probation officer with the name, address and phone number of the person(s) you are staying with
- ❖ Travel permits must be submitted to your PO **5-7 days in advance** from the date you are requesting to travel

**** If you did not receive approval for overnight you could receive a sanction****

****If you do not receive a response from your PO, you should not stay out late or leave for any reason****

COURT COSTS AND COST OF SUPERVISION

WHO: You will be responsible for paying your program costs and your cost of supervision throughout the program.

WHEN: Each month you will pay \$20 to the courts and \$30 to Probation & Parole.

HOW:

To pay on your court costs:

- ❖ Call the courthouse with your case number and pay over the phone with a debit or credit card 1-208-883-2255
- ❖ Mail a payment through a money order or cashier's check with your case number, made out to "District Court" to:
 - Latah County District Court
PO Box 8068
Moscow, ID 83843
- ❖ Drop a payment off at the drop box located on the east side of the courthouse through a money order or cashier's check with your case number made out to "District Court"
- ❖ Go online to: mycourts.idaho.gov/odysseyportal/

To pay on your cost of supervision:

- ❖ Mail a payment with your IDOC number and name on a cashier's check or money order. You must add zeroes in front of the number so that it has seven digits.
 - Secure Payments- Idaho DOC P&P
PO Box 12486
St. Louis, MO 63132
- ❖ Call 1-866-345-1844 (credit/debit card)
- ❖ Use the kiosk in the lobby at 908 Idaho Street in Lewiston
- ❖ Go online to: accesscorrections.com (credit/debit card)

DEFINITIONS

Dilute: A dilute happens when a person consumes so much liquid that the urine is mostly water. This is a serious offense in drug court because it prevents the lab from determining whether or not there are drugs, alcohol, or other prohibited substances in their system.

Positive: A positive is when drugs or alcohol is detected in your drug test by the lab.

Exposure: Exposure is when you exposed yourself to alcohol. The alcohol shows positive in your initial test, then comes back negative with a confirmation. This means you got alcohol on your body, not that you ingested alcohol.

Adulteration: Adulteration is purposefully tampering with your drug test out of fear that your test results will be positive. A common method is diluting. Other methods include using devices containing urine that is not your own, and/or adding chemicals to your urine.

Prohibited Substances: Supplements that are banned in drug court.

ASSOCIATIONS LIST

[illegible]